

# Alamance Virtual School



## Parent / Student Handbook 2025-2026

631 Southern High School Rd.

Graham, NC 27253

Phone #: (336) 570-6134 Fax#: (336) 570-6159

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Erica Phillips, Principal  
erica\_phillips@abss.k12.nc.us

### AVS Vision:

Alamance Virtual School students are prepared for their future as self-motivated learners in an inclusive, innovative, equitable, and collaborative community.

### AVS Mission:

Engage and empower students to become lifelong learners and be knowledgeable and responsible community members.

**ABSS Code of Conduct**  
2025-2026 English ([link](#))

**ABSS Code of Conduct**  
2025-2026 Spanish ([link](#))

August 15, 2025

Dear Alamance Virtual School Students, Parents and Community,

As the principal of Alamance Virtual School, it is my pleasure to welcome everyone to a new and exciting school year! We are thrilled to connect with our students once again in our virtual classrooms, where learning continues with energy, curiosity, and enthusiasm—even from a distance.

Our mission remains the same: to ensure every student feels welcomed, supported, and part of our AVS family. We are committed to helping each child grow academically and develop essential college and career-ready skills in a flexible and engaging online environment.

Our talented teachers work hard to design interactive virtual lessons and activities that spark curiosity and foster meaningful learning. They use proven, research-based strategies and closely monitor student progress through data to tailor instruction and set goals for continued growth.

We encourage you to stay connected through our virtual platforms. Our school website serves as a central hub for important updates and resources. All communications shared via Thrillshare and ClassDojo are also posted there. Each Friday, our weekly newsletter, *The Parent Virtual Dragon Dispatch*, will be emailed to families and available on our website. You can also stay up to date with events through the online calendar. In addition, follow us on Facebook and Twitter for quick updates, reminders, and celebrations throughout the year.

It is truly an honor to serve as the principal of Alamance Virtual School. I am proud to be part of a community where students, families, and educators work together—virtually or otherwise—to support academic and social growth every step of the way.

Please feel free to contact me at 336-570-6134 or at erica\_phillips@abss.k12.nc.us.

Once again, welcome back! Let's make it a great year at Alamance Virtual School together!

<b>AVS On-Site Staff</b> <b>8am-4pm</b>		
<b>Principal</b>	Erica Phillips	<a href="mailto:erica_phillips@abss.k12.nc.us">erica_phillips@abss.k12.nc.us</a>
<b>Data/Information Manager</b>	Erica Johnson	<a href="mailto:erica_johnson@abss.k12.nc.us">erica_johnson@abss.k12.nc.us</a>
<b>Online Facilitator</b>	Meahgan Baldwin	<a href="mailto:meahgan_baldwin@abss.k12.nc.us">meahgan_baldwin@abss.k12.nc.us</a>
<b>Guidance Counselor:</b>	Glennis Lesane	<a href="mailto:glennis_lesane@abss.k12.nc.us">glennis_lesane@abss.k12.nc.us</a>
<b>Social Worker</b>	Melinda Willingham	<a href="mailto:melinda_willingham@abss.k12.nc.us">melinda_willingham@abss.k12.nc.us</a>

School Website: <https://www.abss.k12.nc.us/o/avs>

Alamance Virtual School Dragons

DATES FOR 2025 - 2026 SCHOOL YEAR

ABSS Student Calendar ([link](#))

August 26	First Day for Students
September 1	Labor Day Holiday - Non Student Day
September 17	Teacher Workday - Non Student Day
October 9	Teacher Workday - Non Student Day
October 27	End of 1st Quarter
October 28	Teacher Workday - Non Student Day
November 5	Report Cards
November 11	Veterans Day Holiday - Non Student Day
November 26 - 28	Thanksgiving Break
December 22-31	Winter Break
January 1 - 2	Winter Break
January 16	End of 2nd Quarter
January 19	Martin Luther King, Jr. Holiday - Non Student Day
January 20-21	Teacher Workdays - Non Student Days
January 28	Report Cards
February 13	Teacher Workday - Non Student Day
March 18	End of 3rd Quarter
March 19	Teacher Workday - Non Student Day
March 26	Report Cards
April 3	Good Friday- Holiday
April 6-9	Spring Break
April 10	Teacher Workday- Non Student Day
May 25	Memorial Day Holiday - Non Student Day
June 5	Last Day for Students - 3hr. Early Release Day

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## **WELCOME**

Welcome to Alamance Virtual School, where we embrace the future of education through innovative online learning. Our academy is dedicated to preparing students for success in both their careers and college journeys. Here, students enroll in grade-level appropriate courses designed to leverage the benefits of online teaching and learning.

At Alamance Virtual School, students engage in a blend of asynchronous and teacher-led online courses guided by certified educators. Our courses are delivered through Canvas, a user-friendly platform known for its effectiveness in online education.

We understand the importance of individualized support. Whether through emails, messages within our virtual platform, virtual conferencing tools, or phone calls, our team is here to assist students every step of the way.

In addition to academic growth, Alamance Virtual School encourages students to develop crucial skills such as time management, organization, self-direction, and self-regulation. These skills are essential for their overall success and readiness for the future.

Our handbook offers guidance for students and parents, outlining our policies, procedures, and expectations. As a public school, Alamance Virtual School operates under the governance of Alamance Burlington School System and the North Carolina Department of Public Instruction, ensuring adherence to state regulations and educational standards. We look forward to partnering with you on this educational journey, empowering students to achieve their fullest potential in a supportive online learning environment.

### **Vision Statement**

Alamance Virtual School students are prepared for their future as self-motivated learners in an inclusive, innovative, equitable, and collaborative community.

### **Mission Statement**

Engage and empower students to become lifelong learners and be knowledgeable and responsible community members.

## **General Information**

- **Instruction** Begins at 8:30 am
- **Dismissal** 3:30 pm
- **Mascot:** Dragon
- **School Colors:** Purple and Gray

## **ADMISSION**

To attend Alamance Virtual School , the student must reside in ABSS with a parent or court-appointed custodian. Students are selected through an application and screening process. Once a parent/legal custodian commits to enroll a student in the Alamance Virtual School , the parent/legal custodian will not be able to transfer the student to another ABSS school until the end of the school year.

Students are expected to remain in good standing academically, behaviorally, and in attendance. Any student not meeting any of these requirements will require a parent/guardian conference with the administration or a designee to determine an appropriate action plan. Failure to comply with the plan may result in the student being removed from Alamance Virtual School and placed back in a traditional educational setting at their residential school.

## **ATHLETIC PARTICIPATION**

Students who enroll in the Alamance Virtual School are eligible to participate in athletics at their residential home school. ABSS provides athletic opportunities for grades 6 - 12. Sixth graders may take part in all middle school sports except football. A student who wishes to participate in athletics must meet eligibility requirements.

## **BEHAVIOR GUIDELINES**

Alamance Virtual School is part of the Alamance Burlington School System, and students will be held to the ABSS Student Code of Conduct. In addition to the rules and regulations specified in the Code of Conduct, AVS students must also adhere to the following:

- Students should
  - Be on time (Log on a few minutes before class)
  - Be in a quiet environment (Check your surroundings)
  - Be prepared (Camera is on, the computer is charged, and use headphones if you have them)
  - Be presentable (Wear appropriate clothing, sit up straight, and be in camera view)
  - Be respectful (Mute yourself when the teacher or another student is talking)
  - Be an active participant (Be focused and attentive)
  - Be responsible (Raise your hand to speak or type questions in the chatbox)
  - Be vocal (Speak clearly, stay on topic, and look up when speaking)
  - Students should follow the Academic Integrity policy described in this handbook.



## DAILY SCHEDULE

### MS Regular Schedule

Core Instruction Schedule		Electives Schedule	
		Fall Semester	Spring Semester
8:30-9:30	1st Period	8th (PE, Art, Music)	8th (CTE)
9:32-10:32	2nd Period	7th (PE, Art, Music)	7th (CTE)
10:34-11:34	3rd Period	6th (PE, Art, Music)	6th (CTE)
11:3:06	Intervention		
12:0:32	Lunch		
12:32-1:30	4th Period	8th (CTE)	8th (PE, Art, Music)
1:32-2:30	5th Period	7th (CTE)	7th (PE, Art, Music)
2:32-3:30	6th Period	6th (CTE)	6th (PE, Art, Music)

### MS 2 Hour Delay

### MS Early Release

No Interventions - 45 min periods		No Interventions - 45 min periods	
1st Period	10:30-11:13	1st Period	8:30-9:05
2nd Period	11:15-12:00	2nd Period	9:10-9:45
3rd Period	12:02-12:47	3rd Period	9:50-10:25
LUNCH	12:47-1:10	4th Period	10:30-11:05
4th Period	1:10-1:55	5th Period	11:10-11:45
5th Period	1:57-2:42	6th Period	11:50-12:30
6th Period	2:45-3:30	Lunch/Dismissal	12:30

## High School

### HS Regular Schedule

1st Block	8:30-9:58
2nd Block	10:02-11:30
<b>Intervention</b>	<b>11:34-12:04</b>
<b>Lunch</b>	<b>12:04-12:31</b>
3rd Block	12:31-1:59
4th Block	2:02-3:30

### HS 2 Hour Delay

1st Block	10:30-11:35
2nd Block	11:40-12:45
<b><i>No Intervention</i></b>	
<b>Lunch</b>	<b>12:45-1:15</b>
3rd Block	1:15-2:20
4th Block	2:25-3:30

### HS Early Release

1st Block	8:30-9:27
2nd Block	9:30-10:27
<b><i>No Intervention</i></b>	
3rd Block	10:30-11:27
4th Block	11:30-12:30
<b>Lunch/Dismissal</b>	<b>12:30</b>

## **CHANGE IN STUDENT PERSONAL INFORMATION**

It is extremely important that we know how to reach parents during the school day due to sickness or emergencies. If you change jobs or your phone number is changed or disconnected, please notify the office as soon as possible. By having correct phone numbers and email addresses, the Alamance-Burlington School System's Infinite Campus phone/email system will be able to reach you in case of emergency or inclement weather. The system will automatically call you about school delays or early dismissals due to weather. Be sure to regularly update your contact information in the online Parent Portal. If you have questions about creating an account, please contact our Infinite Campus Manager—Erica Johnson.

## **COMMUNICATION**

Communication is vital to the success of AVS students. School staff will contact students and parents regularly via email, text, automated phone messaging, or phone calls when needed. In addition to ongoing communication with teachers, students and parents must maintain regular contact with AVS administration, counselors, and other school staff as appropriate. All parents/guardians are expected to join Class Dojo to maintain consistent communication.

## **EMAIL**

Email is a great way to communicate with our staff. You can access our staff directory through our AVS website. Typically you can expect a response within 24 hours. If you do not receive a prompt response, please call the front office or email administration.

## **FAMILY SUPPORT**

The role of the parent/guardian is critical. A few suggestions for supporting your students are:

- Help your student develop a schedule for each week
- Regularly monitor the appropriate learning management system for student grades and completion of work
- Regularly monitor your student to ensure that he or she is working on schoolwork or attending live lessons
- Frequently check your email for communication from teachers, counselors, and school administration
- Provide a specific location for your student to work that is free from distractions and allows for monitoring of your student's online activity
- Review your student's work before it is submitted and make suggestions for improvement (if applicable)
- Do not complete work for your student
- Assist your student in troubleshooting computer problems (Ms. Baldwin Tech Facilitator -megan\_baldwin@abss.k12.nc) or
- Encourage your student to contact teachers for assistance, curriculum support, clarification of assignments and/or grades, and, as needed, for support.

## **SCHOOL CLOSINGS (Inclement Weather)**

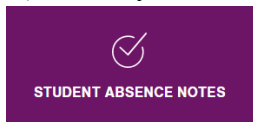
In the case of bad weather (snow, sleet, etc.) the decision to close school is the responsibility of the Alamance-Burlington Schools' Superintendent. As a part of ABSS, AVS follows all school closings as mandated by the Superintendent.

Announcements regarding school closings will be made on local TV/radio stations, plus posted on the Alamance-Burlington Schools website ([abss.k12.nc.us](http://abss.k12.nc.us)) and you will receive a call from Central Services.

## **ATTENDANCE**

If a student is absent, a parent/guardian is encouraged to email the teacher as soon as possible to report the absence.

- When the student returns to the on-line learning environment, he/she must submit a written note/documentation signed by the parent/guardian or doctor .
- A parent or guardian must go to the AVS school website and submit a Google Form. Look for the link:



- The note must state the student's full name, date, reason for the absence, and current telephone number where the parent may be reached.
- Notes must be submitted within 3 days of absence or it will remain unexcused.
- Absences not related to illness or family emergencies will be marked as unexcused.
- ***In addition to not coming to school at all for the full day, students are considered "absent" if:***
  - *They miss half of a class period. Attendance is tracked in each class period separately.*
  - ***If students refuse to turn on their camera and be visible during class.***
  - ***If students refuse to use their ABSS issued chromebook - NO personal devices!***
- All students are responsible for work missed due to absences. Teachers will assist students by giving assignments, explanations, and time for completion.
- Any student who misses more than ten (10) days (excused or unexcused) shall have a review by the Student Support Services Team (SST). In many cases, the SST has already been involved with the student through the normal "3, 6, 10 day" notification letters and parent conference process, and appropriate plans are being implemented to increase attendance. There are situations, however, where students accumulate more than ten (10) days of excused absences in a year. Given that attendance is imperative for educational success, it is incumbent upon the Student Support Services Team to review the student's performance and develop any plans/strategies should they be deemed necessary. Chronic absenteeism results in significant missed instructional time and consequently affects the student's academic progress. This is considered to be a violation of both the spirit and the letter of the district attendance policy.

## **EXCUSED ABSENCES**

Board Policy excused absences for the following reasons: 1) illness or injury, 2) quarantine, 3) death in the immediate family, 4) medical, dental, or other health care provider appointments, 5) court or administrative proceedings, 6) religious observances, 7) educational opportunity, 8) local school board policy, 9) absence related to deployment activities.

## **TECHNOLOGY REQUIREMENTS**

In order to ensure students can access resources and programs provided by ABSS, the school will provide a Chromebook for each student who is enrolled in the school. A school issued Chromebook is **required to be used to attend classes, take quizzes & tests including all state and national testing**. If a student needs a hotspot due to a lack of internet service in their home, the school will provide a hotspot for the student. Additional resources may be used, which are not required, including an external monitor, keyboard, or mouse.

## **CAMERA POLICY/EXPECTATIONS**

Alamance Virtual School is Alamance Burlington Schools' virtual choice. Our students use Canvas as the learning platform and WebEx/Google Meets as the live conferencing tool. We strive to provide all students with a positive, safe, and rigorous virtual learning environment. Students are expected to attend all scheduled classes and interact with their teachers and classmates. Camera use is a required component of attending synchronous classes. The camera function during online learning facilitates learning and monitors student progress. All students are expected to attend class with their cameras on. Students need to be visible on their cameras. Students who refuse to turn their cameras on will be moved to the lobby.

The camera function is also required for attendance verification. **Any student not visible on the camera will be removed from the class and counted absent.** There may be times when appropriate to the instructional activity, the teacher may inform the student that they may turn their camera off for a specific portion of the lesson. The expectation will be that the student will follow the teacher's camera usage instructions and then turn their camera back on when instructed to do so. **If a student's camera is not working properly, they must inform the teacher through the Chat function at the beginning of the lesson.** The teacher can support the student and family with the procedure to get the Chromebook exchanged. Connectivity with our students is one of our main drivers of virtual instruction success. This policy allows our teachers to connect better and understand the needs of our students as well as ways to assist them.

## **CELL PHONE/DEVICE POLICY**

Students are expected to engage in their learning during class time. Cell phone usage is only appropriate when needed for learning. **All students are to use their ABSS device for learning and may be monitored. NO personal devices are to be used for attending class/submitting assignments**, unless there is a technology issue. Students should email their teachers to let them know they will be using their personal device until they can get a replacement from Ms. Baldwin.

### **Alamance-Burlington School System Cell Phone and Wireless Device Guidelines (updated 8/21/25)**

These guidelines outline the procedure for student use of cell phones and other wireless communication devices during school hours, in accordance with North Carolina House Bill 959 (Session Law 2025-38), Alamance-Burlington School System Code of Conduct, and Board of Education Policy 4318. Our goal is to create a focused learning environment free from distractions while ensuring student safety and well-being.

Cell phones and other personal electronic devices shall not be used during the instructional day unless permitted below:

- (1) If authorized by a teacher for educational purposes or use in the event of an emergency.
- (2) As required by the student's individualized education program or section 504 (29 U.S.C. § 794) plan.
- (3) As required to manage a student's health care, in accordance with a documented medical condition.

## **Consequences for Violations**

Violations of this policy will result in disciplinary action, which may include, but is not limited to, the following:

Offense	Consequence
1	<ul style="list-style-type: none"> <li>• Immediate confiscation of the device and turned into the front office. The device is securely stored until the student's school day ends and can be picked up in the main office at the end of the student's day.</li> <li>• Parent or guardian is notified by the administration.</li> <li>• Incident will be documented through the Behavior Management System.</li> </ul>
2 & 3	<ul style="list-style-type: none"> <li>• Immediate confiscation of the device and turned in to the front office. The device is securely stored <b>until picked up by a parent or guardian.</b></li> <li>• Parents or guardians are notified by a school administrator and may be required to pick up the device.</li> <li>• Incident will be documented through the Behavior Management System.</li> <li>• Additional Consequences may be assigned, ranging from in-school disciplinary action up to 2 Days OSS.</li> </ul>
4	<ul style="list-style-type: none"> <li>• Immediate confiscation of the device and turned over to the administration. The device is securely stored <b>until pick-up by a parent or guardian.</b></li> <li>• Parent or guardian is notified by a school administrator and required to pick up the device.</li> <li>• Check-in/check-out process for the remainder of the school year.</li> <li>• Incident will be documented through the Behavior Management System.</li> <li>• Additional Consequences may be assigned ranging from in-school disciplinary action up to 2 Days OSS.</li> </ul>
Refusal to Surrender Device	<ul style="list-style-type: none"> <li>• Refusal to surrender a device when requested by school staff will be considered insubordination and will result in a two-day out-of-school suspension.</li> </ul>

## **Device Responsibility and Liability**

- Students are solely responsible for the security and care of their personal wireless communication devices. The school is not responsible for lost, stolen, or damaged devices.
- Students should keep their devices in secure locations when not in use.
- Any unauthorized or illegal use of a wireless communication device on school property, including but not limited to cyberbullying, cheating, accessing inappropriate content, or recording without consent, will result in severe disciplinary action and may involve law enforcement.

## **Definitions**

**Wireless Communication Device:** Any portable wireless device that has the capability to provide voice, messaging, or other data communication between two or more parties. This includes, but is not limited to, cell phones, smartphones, tablets, laptops, gaming devices, wireless headphones, wearable technology (e.g., smartwatches, google glasses, meta ray glasses), and two-way radios. Smartwatches and other wearable devices that also function as phones may be worn, but all wireless features must be turned off (set to airplane mode) during class.

**Instructional Time:** This typically extends from the first bell of the school day until the final dismissal bell, excluding designated non-instructional times (e.g., lunch, passing periods, and before/after school).

**By enrolling in an ABSS school, students and their parents or guardians agree to comply with the Cell Phone and Wireless Communication Device Guidelines.**

## **CANVAS**

AVS will use Canvas as our LMS platform for all online instruction. For students unfamiliar with Canvas, please access this [link](#) - a video on the basics of logging in and navigating Canvas.

## **DRESS CODE**

Students should maintain an appearance that is neither distracting to other students nor disruptive to the educational environment and healthy climate of the school. Student dress and grooming should meet minimum standards of hygiene and be presentable for the educational environment. We ask that students dress comfortably and that clothes fit appropriately. AVS administration reserves the right to impose additional dress code requirements as needed.

- No pajamas (except for school/class assigned pajama days).
- No clothing (including hats, caps, etc.) may be worn with suggestive, inappropriate language, drawings, messages or illustrations that are lewd, indecent or vulgar or that advertise any kind of product or service not permitted by law to minors.
- No style of clothing, or the manner in which it is worn, may expose undergarments.
- Clothing must not reveal midriff, backs, cleavage, or chest/torso area.
- Shirts and blouses must cover the waist and go past the waistline.
- Students may not wear or display any clothing, jewelry, emblems, badges, symbols, signs, tattoos or other items that show affiliation in any gang or that promotes gang affiliation or activity.

## **MATERIALS & SUPPLIES**

Children must be prepared at the beginning of each school day with all the necessary tools for learning. This includes: learning folders, homework, paper, pencils and other items requested by the teacher for special projects, etc. If you need support in acquiring necessary supplies, please contact our School Social Worker, Dustin Austin. Your child will be expected to take care of these school supplies as part of his/her responsibility on a day-to-day basis.

## **HEALTH REQUIREMENTS**

## GARRETT'S LAW

On July 17, 2004, Governor Easley signed Senate Bill 444, referred to as "Garrett's Law." This law mandates at the beginning of every school year local Boards of Education shall ensure that schools provide parents and guardians with information about meningococcal meningitis, influenza and their vaccines. Beginning July 2007 information about Human Papillomavirus (HPV) and the HPV vaccine will also be provided. This vaccine is available for females and may prevent certain diseases and cancers. Copies of this information are available in the office. Additional information on the diseases and the vaccines can be found at [www.cdc.gov](http://www.cdc.gov), [www.immunizenc.com](http://www.immunizenc.com), [www.acha.org](http://www.acha.org) or [www.immunizationinfo.org](http://www.immunizationinfo.org).

### State law requires that every child entering public schools in NC for the first time receive:

1. A health assessment. The assessment must occur within 365 days prior to entering school. The parent/guardian is encouraged to provide a completed health assessment transmittal form from their medical provider on or before the child's first day of attendance. A parent/guardian has 30 calendar days from the first day of attendance to provide the required completed NC Health Transmittal Form. At the end of the 30th calendar day period, any child without this documentation shall be prohibited from attending school until such documentation is provided.
2. Submit documentation of immunizations as required by North Carolina General Statutes (G.S. 130A-155). It is the parent's or guardian's responsibility to provide written proof of immunization within (30) calendar days from the first day of enrollment. The principal is required by law to exclude the child from school on the 31st day after enrollment until such documentation has been presented by the parent/guardian.

### 7th Grade

Vaccine	Doses Required Before School Entry
<u>Diphtheria, tetanus and pertussis</u>	5 doses
<u>Polio</u>	4 doses
<u>Measles</u>	2 doses
<u>Mumps</u>	2 doses
<u>Rubella</u>	1 dose
<u>Haemophilus Influenzae type B (Hib)</u>	4 doses
<u>Hepatitis B (Hep B)</u>	3 doses
<u>Varicella (chickenpox)</u>	1 dose
<u>Tetanus/diphtheria/pertussis</u>	1 dose
<u>Meningococcal conjugate</u>	1 dose

### 12th Grade

Vaccine	Doses Required Before School Entry
<u>Diphtheria, tetanus and pertussis</u>	5 doses
<u>Polio</u>	4 doses
<u>Measles</u>	2 doses



<u>Mumps</u>	2 doses
<u>Rubella</u>	1 dose
<u>Haemophilus Influenzae type B (Hib)</u>	4 doses
<u>Hepatitis B (Hep B)</u>	3 doses
<u>Varicella (chickenpox)</u>	1 dose
<u>Tetanus/diphtheria/pertussis</u>	1 dose
<u>Meningococcal conjugate (Effective 2020-2021 SY)</u>	2 doses

### **VISITORS & VOLUNTEERS**

All visitors, volunteers and members of the community are welcome to assist our school for the sole purpose of improving and supporting the instructional program and for legitimate business. Please contact the school office to arrange support. Visitors coming to campus should have a driver's license or a photo identification.

### **COURT ORDERED CHILD CUSTODY PAPERWORK**

It is very important that the office has a copy of current custody papers. If the papers change in any manner during the school year, notification must be presented in writing to the office immediately. Current documents are mandatory. The office staff will follow the directions of the papers currently on file unless the parent provides documented changes. In the absence of custody papers, the school will rely on the parents listed on the birth certificate as having joint custody and both parents will have joint access to the child. Likewise, the school cannot enforce requests from a parent to bar the other parent from school. The school can only enforce court orders signed by a judge

## **ABSS POLICIES**

### **ABSS STUDENT CODE OF CONDUCT & STUDENT POLICIES**

Under all types of learning plans, students are expected to abide by all school board student policies and the Student Code of Conduct still applies to students (within the Google Classroom, On Zoom, on camera, or within any other perimeters on campus and throughout virtual learning platforms). When any policy or rule is not followed by a student, the student is subject to consequences.

### **USE OF TOBACCO PRODUCTS POLICY**

Students shall not use or possess any tobacco product at any time in any building, facility, or vehicle owned, leased, rented, or chartered by the Alamance-Burlington Schools, on any school grounds and property – including athletic fields and parking lots – owned, leased, rented, or chartered by the Alamance – Burlington School System, or at any school-sponsored or school-related event on-campus or off-campus or at any other time when students are subject to the authority of school personnel. ABSS Board Policy 4290.

### **WEAPONS POLICY**

Possessing any form of weapon or "look-alike" weapon is in violation of North Carolina law and Alamance-Burlington Board of Education policy. If a student brings or possesses a weapon on any school-owned property, he/she could be suspended for one calendar year. Weapon: any firearm, BB gun, stun gun, mace/pepper spray, air rifle, air pistol, ammunition, power loads, fireworks, knife, slingshot, leaded cane, blackjack, metallic knuckles, razors, razor blades (except cartridge razors used solely for personal shaving), box cutter and any sharp-pointed or edged instrument except instructional supplies unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance. Please read your ABSS Student Code of Conduct carefully for more detailed information.



## **DISTRICT BULLYING POLICY**

The Alamance Burlington School System has implemented a bullying policy, consistent with North Carolina state law. Bullying is defined as a pattern of gestures, written, verbal or electronic communications, or a physical act or threatening communication that takes place on school property, at a school-sponsored function, or school bus that places a student in fear of harm or creates a hostile environment that affects a student's emotional and academic well-being. Any student who believes he or she has been bullied or harassed in violation of this policy should report the behavior to a teacher, counselor or administrator.

## **ACADEMIC INFORMATION**

### **ACADEMIC INTEGRITY**

Alamance Virtual School students and faculty value honor, integrity, and responsibility and foster an atmosphere of cooperation and mutual respect. Upholding these values will build a sense of community and allow students to achieve their greatest potential in character and citizenship.

#### **Student expectations:**

- To produce authentic and original work
  - Board Policy: [4310 Integrity and Civility](#)
- To meet the expectations of your online teacher
- To work daily and diligently to be successful in your classes
- To be a self-advocate and know when to ask for assistance from your teacher, counselor, and/or administrator
- To clarify with the teacher how the expectations of academic integrity apply to any assigned work
- To demonstrate high levels of integrity by avoiding the following:
  - Cheating - giving or receiving any unauthorized assistance on academic work
  - Plagiarism - copying the language, structure, or ideas of another and submitting that work as your own
  - Falsification - verbal, written, or digital statement of untruth
  - Violation of software copyright laws - unauthorized copying of computer software, printed material related to software, and/or the use of pirated computer software

#### ***Parent/Guardian expectations:***

- Allow your student(s) to complete and submit authentic and original work
  - Board Policy: [4310 Integrity and Civility](#)
- Require your student(s) to complete and submit assessments on their own, without assistance
- Encourage your student(s) to reach out to teacher(s) directly for clarification or misunderstandings of content and/or assignments
- Allow for 24 hours during the week for teachers to respond to your emails

## **PROGRESS REPORTS & REPORT CARDS**

Progress reports are shared in Infinite Campus at designated times during each reporting period. Report cards are shared at the end of each nine weeks. Parents are encouraged to read these reports carefully. Keeping track of student work throughout the grading period reduces the likelihood of surprises once progress reports or report cards are issued.

### **Report Card Dates:**

November 5, 2025

January 28, 2026

Mar.26, 2026

June 5, 2026 (grades 6-8) June 12, 2026 (grades 9-12)

### **ASYNCHRONOUS AND SYNCHRONOUS INSTRUCTION**

Instruction takes place via teacher-led instruction including documents, presentations, graphics, audio, and video files. Email, discussion boards, wikis, and collaborative documents allow students to interact when not logged in at the same time. In the event a teacher is unable to lead synchronous instruction, they will provide “***asynchronous instruction***” for students in the form of videos, slide decks, and online assignments in Canvas for students to complete for their class during the teacher’s absence.

The Alamance Virtual School schedule will have synchronous instruction opportunities with students daily. This can take the form of class webinars for the whole group, individual conferences online, or group work sessions. This time is an opportunity for the teacher to deliver lessons, mini-lessons, and to clarify concepts, or for the students to ask questions. Synchronous sessions should give students opportunities for multiple activities such as but not limited to speaking, sharing screens, presenting, polling, and chatting.

Parents have access to their children’s assignments (Canvas) and grades (Infinite Campus) online. If not already Canvas Observers, parents should sign up for an Observer account.

**GRADING SCALE:** *(for all grades)* Alamance Virtual School uses a ten-point grading scale (see below):

Letter Grade	Numeric Range	GPA Credit
A	90 - 100	4.0
B	80 - 89	3.0
C	70 - 79	2.0
D	60 - 69	1.0
F	59 or below	0.0

A report card showing letter grades is issued each nine weeks. A Progress Report is sent home every three weeks (see schedule in “Report Card” section). Parents and students may check their student’s academic performance via the internet. All teachers post their students’ grades a minimum of once every two weeks. Grades may be checked by utilizing the parent portal in Infinite Campus. An incomplete (INC) is given to students whose work is unfinished because of illness or some other unavoidable absence on a case-by-case basis. INCs will become an ‘F’ if no work is returned at the end of each semester.

### **GRADING**

At designated times in each grading period, parents will be reminded when progress reports would be sent home in a face-to-face setting. Since AVS is online, this reminder will prompt parents to review their student’s progress in Infinite Campus. Report cards will be sent home at the end of each nine week grading period via email. Parents should review the report cards carefully with their child. Continual updates can be found using the Parent Portal in Infinite Campus.

Grading at the virtual school will involve a combination of competency-based and traditional grading.

### **Competency-Based Education**

The definition of competency-based education is:

- Students are empowered daily to make important decisions about their learning experiences, how they will create and apply knowledge, and how they will demonstrate their learning.

- Assessment is a meaningful, positive, and empowering learning experience for students that yields timely, relevant, and actionable evidence.
- Students receive timely, differentiated support based on their individual learning needs.
- Students progress based on evidence of mastery, not seat time.
- Students learn actively using different pathways and varied pacing.
- Strategies to ensure equity for all students are embedded in the culture, structure, and pedagogy of schools and education systems.
- Rigorous, common expectations for learning (knowledge, skills, and dispositions) are explicit, transparent, measurable, and transferable.

#### **AVS Grading Procedure (Late Work Procedure)**

- Give the assignment with its deadline.
- If the student doesn't have the assignment when it was due, they have 24 hours before deductions begin
- After the extension is given 20 points are deducted for each day late
- After five days no credit is given.

\* If a student is absent, has computer issues, or presents another acceptable reason to turn an assignment in after the "grace period due date," teachers can override any late deductions.

\*\* Documented extended time from IEPs and 504 plans will need to be accommodated

\*\*\* Teachers can still offer retakes on tests, quizzes, and assignments - but the work must be attempted within the five day window before it can be redone.

**MAKE-UP WORK:** When any absence occurs, whether excused or unexcused, the student is expected to obtain and make up missed work. Students shall be allowed to make up work from an excused absence without penalty within reasonable limitations.

#### **FEDERAL IDEA**

The Individuals with Disabilities Education Act (IDEA) requires all school districts to identify, locate, and evaluate students with disabilities, or those suspected of having disabilities who may be in need of special education and related Services.

**Exceptional Children:** The goal of the Alamance-Burlington School System's Exceptional Children Division is to educate children with exceptionalities and foster their independence, enabling them to become contributing and productive citizens. Our division provides specially designed instruction to children with a broad spectrum of abilities and disabilities, striving to promote their cognitive, physical, social/emotional, and vocational Development.

**Section 504:** A parent, teacher, or other staff member may refer a student to the 504 Chair. The following criteria must be met for a student to be eligible for 504 rights and protections and possibly for a 504 plan: 1) Student exhibits characteristics of/or have a documented mental or physical impairment, 2) The impairment must substantially limit a major life activity. If the student is found eligible for Section 504 rights and protections, the 504 Team makes a decision on whether or not the student needs a 504 plan to have equal educational access.

**Multi-Tiered System of Support (MTSS):** North Carolina's Multi-Tiered System of Support(MTSS), is designed to match a child's learning needs with research-based instructional practices. All students receive instruction within the differentiated core in both academics and behavior. For students who need additional support to master grade level standards, Tier 2 Supplemental support is provided in academic and/or behavioral areas. If a child does not meet the goals established at Tier 2, a more Intensive Tier 3 Plan is developed. A child's progress is then monitored by the Tier 3 MTSS Team. In order to ensure success and to facilitate a team approach, the parents are involved at each Tier level.

#### **6-8 ACADEMIC INFORMATION**

#### **ASSIGNMENTS**

The Alamance-Burlington School System district administration and staff are committed to a strong academic program. We believe that assignments can make a significant contribution to enhancing student learning. We also believe that these tasks should aid in mastery of skills learned in the classroom, and should instill a sense of responsibility in the student. We further believe

that assignments should provide enrichment and reinforcement activities that will help to expand and to support the student's base of knowledge. Assignments are purposeful in content and are assigned according to the student's ability level.

**Students should:**

1. Make sure they understand the assignment, its purpose, due date, and how it should be done prior to leaving class.
2. Develop a personal system for recording and keeping track of daily assignments.
3. Remember to have appropriate materials necessary for the completion of all assignments.
4. Organize their after-school schedule to provide sufficient time to complete all assignments.
5. Turn in all assignments on time and in proper form.
6. Do their **own** assignments.
7. Arrange with the teacher to make up assignments missed, due to illness, on the day the student returns to school **and** seek additional assistance during weekly tutoring time or by appointment with the teacher.

**Parents/Guardians should:**

1. Make a study area available for their child. It should be equipped with a table or desk, comfortable hardback chair, good lighting, and quiet surroundings.
2. Have study tools readily available. These should include pens, pencils, scissors, rulers, notebooks, etc.
3. Establish a regular time for homework to be completed each day or evening.
4. Be aware of their child's assignments on a daily basis, and help him/her budget time for its completion.
5. Monitor TV/video game time and community involvement so that they do not interfere with completion of assignments.
6. Encourage their child to curtail co-curricular activities that may interfere with the completion of homework assignments.
7. Help their child to make a systematic, step-by-step approach to completing long-term assignments, such as projects, major reports, etc.

**CONFERENCES**

Conferences between parents and teachers are strongly encouraged by the school administration for students in grades 6-8. Please contact your child's teacher to schedule a conference. If you have questions regarding your child's grades, please contact their teacher via email or by phone.

**PROMOTION/RETENTION STANDARDS**

All parents/guardians are expected to join the **Infinite Campus Portal** to be informed of their child's progress. Parents/guardians must check the Infinite Campus Portal to view their child's grades in each class at least once a week.

At Alamance Virtual School, we recognize the importance of making sure that students are prepared to be successful at the next grade level. We carefully monitor student progress throughout the school year, comparing this progress with the specific expectations that have been established at each grade level by our state and system. Students who are not prepared to be successful at the next grade level may be considered for retention. At the end of the first and third nine-week grading periods, teachers in grades 6-8 will identify students at risk of academic failure and notify their parent/guardian in writing. A parent-teacher conference, including the principal will follow the notification. The teacher(s) shall ensure that careful attention and remediation is provided to any student at risk of academic failure, including interventions as outlined in the MTSS process. The decision to retain a student in grades 6-8 shall be made by the retention committee, in collaboration with the parent/guardian of the student in question. The school principal has ultimate responsibility for promotion/retention decisions in accordance with N.C. General Statutes.

**9-12 STUDENTS ACADEMIC INFORMATION**

**GRADUATION REQUIREMENTS**

Graduation for all students is the long-term goal for all staff at AVS. We believe ensuring that all stakeholders (students, parents, and staff) are aware of the graduation requirements will help us provide a clear path for all students () to achieve this goal.

Below you will find the basic requirements for graduation from high school in ABSS. Further details on what courses are available can be found in the [2025-26 Registration Guide](#).

State and Local Course Requirements for Students Entering High School in 2021-22		
Content Area	Future Ready Core	Occupational Course of Study (OCS)
English	4 credits	4 credits
Math	4 credits	4 credits
Science	3 credits	3 credits
Social Studies	3 credits	4 credits
World Languages	None required for graduation; 2 required for UNC Systems and most 4-year colleges / universities	None required
Health & PE	1 credit	1 credit
CPR	Successful completion of CPR for Students	
Electives	6 credits	6 credits
Career / Technology	None required	4 credits
Arts Education	For Cohort 2029 and beyond, students are required by North Carolina to earn 1 arts education credit for high school graduation.	
Additional Local Credits	6 Credits: Students can elect these from any category, but we strongly encourage being a pathway completer or taking courses that lead to certification of college credits	
Total Minimum Credits	22 credits	22 credits

**NOTE: If a student entered prior to these dates, please see your counselor.**

Students following the Occupational Course of Study are required to meet rigorous exit standards as outlined in State Board of Education policy HSP-N-004 (16 NCAC 6D.0503).

All minimum course requirements as established by the State Board of Education are encompassed within the Alamance-Burlington School System requirements. For students who have transferred to the school district during high school, or for other reasons have completed course work outside of the school district, the principal will determine what course work will be applied as credit for graduation.

High school students shall be awarded a high school diploma based upon completion of local and state standards for graduation.

### **PROMOTION REQUIREMENTS**

High School students in the Alamance-Burlington School System shall be promoted from grade to grade by attaining credits that are earned through successful completion of specific courses. Promotion to the next grade at the end of each year is required to maintain drivers' license and athletic eligibility. Students and parents should consult with school administration for questions related to academic eligibility.

- To be promoted from grade 9 to grade 10:

- a minimum of six (6) credits are required.
- To be promoted from grade 10 to grade 11:
  - a minimum of twelve (12) credits are required.
- To be promoted from grade 11 to grade 12:
  - a minimum of twenty (20) are credits required.
- Total required credits to graduate: 28 credits

### **End-of-Course Testing (EOG/EOC)**

All students, including seniors, enrolled in courses for which the State Board of Education has developed an EOG/EOC test shall be required to take such tests. These tests are taken in person and cannot be waived. EOC tests will be used as the entire final examination for the course and shall count as 20% of the final grade. EOG/EOC tests are administered in accordance with the rules of the State Board.

## **COLLEGE INFORMATION**

### **SAT and ACT Fee Waivers**

If you are a high school junior or senior in the United States, Puerto Rico, or U.S. territories who cannot afford to pay the test fees, you can apply for a fee waiver through your school counselor. Your school counselor will share these guidelines with you. You can also go to [www.collegeboard.com](http://www.collegeboard.com) for more details about eligibility.

You can use up to four SAT (Scholastic Aptitude Test) fee waivers (two for the SAT Reasoning Test, two for Subject Tests) to cover both your junior and senior years. SAT fee waivers cover the test fee only and can only be used for one registration. If you miss the test date, you can transfer the registration to a new test date (a change fee will apply).

Source: [www.collegeboard.com](http://www.collegeboard.com)

You can receive up to two ACT (American College Testing) fee waivers if you currently attend high school as a junior or senior in the United States, U.S. territories, Puerto Rico or Canada. The waiver is used once you register, even if you do not test on the requested test date. Your high school counselor will share eligibility guidelines with you.

Source: [www.act.org](http://www.act.org)

### **College Applications Fee Waivers**

Students who use SAT fee waivers who plan to enter college are eligible to receive up to four (4) Requests for Waiver of College Application Fee forms. These forms notify participating colleges/universities that you have participated in the SAT Program Fee-Waiver Service and request that colleges waive their application fee. Whether you last took the SAT your junior or senior year, if you registered for a fee waiver, you should qualify to waive the college application fees. Your application waivers will be sent directly to you once you have received your scores.

### **College Entrance Test Scores**

When taking the SAT and/or ACT, you will need to request your test scores to be sent from the testing company (College Board or ACT) directly to the college. This should be done during the test registration process. SAT and ACT scores no longer appear on the high school transcript. Contact your school counselor or college advisor for assistance with the process of forwarding your SAT and ACT scores to the correct recipient, whether it is a college or scholarship program.

## **DRIVER'S LICENSE LEGISLATION**

Students under the age of 18 are required to present a **DRIVING ELIGIBILITY CERTIFICATE** to the Department of Motor Vehicles in order to receive a North Carolina driver's permit or license. This certificate is issued by the school and can only be obtained if adequate academic progress is demonstrated. A student must pass three out of the four courses taken each semester in order to retain his/her driver's license. The Department of Motor Vehicles will be notified of all students who fail more than one course each semester. The DMV will then take the students' licenses. Students can only retrieve their driver's licenses after successful completion of the next semester. Summer school does count toward achieving the minimum requirement. Also, a student who drops out of school will lose his/her driver's permit or license.



## **EARLY GRADUATION REQUEST**

The Alamance-Burlington Board of Education believes that most students benefit from four years of study at the high school level, while recognizing that some highly talented and motivated students may wish to graduate in less time in order to pursue early entry into college programs. Consistent with GS 115C-12 (32) and related Policy of the State Board of Education, the Board endorses providing students and their parents such information as may be helpful in making these determinations.

Students and their parents/guardians shall be made aware of the potential to complete the high school courses required for college entry in a three-year period. Interested students and their parents/guardians should consult with their appropriate high school counselor in order to thoughtfully explore this opportunity and to develop early graduation plans where appropriate. All such plans shall be subject to approval by the Superintendent. The request should be made at least ninety days prior to the beginning of the student's last semester of enrollment. The diploma will be presented at the next regularly scheduled graduation exercise.

## **EXAMINATION POLICY**

An exam will be administered in all courses after each semester is completed and will constitute 20% of the student's final grade. State End-of-Course Exams will be administered as the final exam in English 2, Math 1, Math 3, and Biology courses.

### **Examination Policy Guidelines**

- Any student enrolled in a course with a state test (EOC and/or CTE Exam) must take the exam during the regularly scheduled time. Any student who does not sit for the End of Course exam will not receive credit for the course and also will not be eligible for summer school.
- Students taking exams will remain in class during the entire exam period.
- All exams will be taken at the scheduled time except for hardship cases that must be presented to the principal for approval.
- Exam grades will count as 20% of the final average.
- Exam exemptions are possible for all students in grades 9-12, based on ABSS Board Policy 3410.
  - Grade of "A" with no more than five (5) absences
  - Grade of "B" with no more than four (4) absences
  - Grade of "C" with no more than three (3) absences.

**ALL EXAMS COUNT 20% OF A STUDENT'S SEMESTER AVERAGE**

***\*\* Students must take the End-of-Course Exam in order to get credit for the course or to attend summer school!***

## **EXCEPTIONAL CHILDREN**

Exceptional children enrolled in high school courses will be held to the same standards as all other students who are enrolled for diploma course credit.

## **STUDENTS WITH LIMITED ENGLISH PROFICIENCY**

Limited English Proficiency (LEP) students enrolled in high school courses will be held to the same standards as all other students who are enrolled for diploma course credit.

## **HOMEWORK**

Homework is a natural extension of the instructional program. Homework should be assigned in most classes. It is the responsibility of the student to complete all assignments. Failure to complete homework assignments could result in a failing grade even though a student is performing satisfactorily in other phases of the course.

## **MAKE-UP WORK / TIME**

In the event of a lawful absence, a student shall be entitled to make up work and time under the following conditions:

1. If an absence has been approved in advance and/or work assigned by the teacher in advance, all make-up work including tests assigned on the day of return is due upon the student's return to school; or the student can make up the work and time as designated by the teacher or principal.
2. If make-up work has not been assigned in advance by the teacher, the student will make up missed work and time as designated by the teacher and/or principal. The student is responsible for securing and arranging for make-up work. All make-up work and make-up time must be completed within the grading period and/or within five (5) days of the student's return to school.

## **RECOGNITION**

- **CRITERIA FOR HONOR ROLL**

In grades 9 – 12, Honor Roll will be determined at the end of each nine weeks. Those students making all A's will be designated as "A" Honor Roll. Those students making all A's and/or B's (in any combination) shall be designated as "A/B" Honor Roll. Unweighted grades on the report card shall be used to make the determinations.

- **CRITERIA FOR THE JUNIOR MARSHAL PROGRAM**

Students having outstanding academic performance in grades nine, ten, and eleven will be recognized as junior marshals to serve as guides for graduation activities. The junior marshals will be selected on the basis of the student's weighted grade point average and class rank at the end of the fall semester of the eleventh grade. The top ten students from the junior class will serve as marshals.

- **SENIOR CLASS RANK DETERMINATION**

Class rank shall be a composite of grades earned in high school in grade 9-12. Grades transferred from schools where class rank is determined by a different system shall be converted to the Alamance-Burlington School System ranking system. Grades earned in system-sponsored summer school, other principal approved courses offered outside of ABSS and principal-approved dual enrollment in programs offered at institutions of higher education (IHEs), shall be included in the calculation of class rank. Students who graduate early will not be considered for the honor of Valedictorian or Salutatorian. Evaluation of transcripts for students transferring into the Alamance-Burlington Schools will be based on policy adopted by the Alamance-Burlington School Board.

- **CRITERIA FOR NC SCHOLARS PROGRAM**

Students must maintain an overall four-year unweighted grade point average of 3.5 and complete all requirements for a North Carolina high school diploma:

- 4 English
- 4 Mathematics (NC Math 1, 2, and 3 plus one unit of advanced math)
- 3 Science (Earth/Environmental Science, Biology, and a physical science)
- 4 Social Studies (World History, Civics, American History, and Economics/Personal Finance)
- 2 Foreign Languages (two credits of the same language)
- 1 Health/Physical Education
- 1 Arts Education (Dance, Music, Theater Arts, or Visual Arts)
- 5 Elective credits to include at least two second-level or advanced courses
- Career and Technical Education (Career Cluster)

## **REGISTRATION PROCEDURES**

Registration for courses in high school is held each spring for the following school year. Eighth, ninth, tenth, and eleventh grade students register at the high school on designated days.

1. Obtain registration materials
2. Study course offerings



3. Seek advice from teachers and counselors
4. Indicate selection of courses on registration form
5. Sign registration form (both student and parent(s)/guardian)
6. Turn in materials to designated person at AVS

Some Important Points to Consider When Registering:

- Some courses that are offered have prerequisites, which must be met before a student is allowed to enroll. For example, a student must pass Math I before taking Math II.
- Since the master schedule and teacher assignments are based on spring registration, serious thought and careful consideration should be given to the courses requested.

## **NON-TRADITIONAL COURSEWORK OPPORTUNITIES**

### **Expanded Educational Opportunities for College/University Credit**

Students in the Alamance-Burlington School system have the opportunity to expand educational opportunities by taking courses at a college or university campus. In addition to having more educational choices, students may earn college credits before they graduate from high school.

Students are required to obtain prior approval for these courses from their principal before enrolling. If approved, grades earned in these classes will be reflected on the student's report card and transcript, and will be calculated into the class rank. Principals make the final decision whether or not to grant high school credit for these courses. Generally, approval will only be granted for coursework not available at the high school and in cases where such coursework is consistent with the student's course of study.

College transcripts reflecting these courses may be obtained by the student from the college registrar's office. Students may also take courses online through the North Carolina Learn & Earn Initiative for college credit and high school credit.

### **Learn and Earn Online**

North Carolina public high school students can earn college credits through a special Learn & Earn Online initiative which began in 2007. Qualified students in the Alamance-Burlington School System can take a variety of online college-credit courses at no cost to them or their families. Students earn both high school and college credit for completed courses. Access to these courses is provided during the regular school day and an online course facilitator will assist students in the classroom. Check with your school counselor if you are interested.

### **North Carolina Virtual Public School (NCVPS)**

Any student attending high school in the Alamance-Burlington School System can enroll in these online courses with the prior approval of their principal. Graduation credit for academic courses will be awarded and grades will be used to calculate grade point average (GPA) only if the requirements of School Board Policy 4.16.2 (Curriculum-Enrollment, Classification, and Awarding of Course Credit for High School Students) and regulations and procedures are met.

## **SCHEDULES**

Students are expected to follow the course selections made during the past spring. Students will be given a short period of time during the summer to request schedule changes for first and second semesters. Once school begins no schedule changes will be made unless an error was made or an administrator determines a schedule change is necessary to best meet the needs of the student. All schedule changes must be approved by the administration.

## **CHROMEBOOKS**

Chromebooks and hotspots are the property of ABSS and are provided free of charge for student use. Students will be charged a damage/replacement fee for chromebooks and/or hotspots under their care, which are not properly maintained and/or are stolen.

### **EXTRACURRICULAR ACTIVITIES**

Your student can participate in sports and extracurriculars at their zone school if they choose. AVS will also offer opportunities for extracurricular engagement so that students can get to know their peers and get involved in the AVS community.

### **Addendum A: Definitions**

#### **Attendance**

- Present - To be counted present a student must login on time, keep their camera on, and respond to teachers.

- Absent - Students will be considered absent if they do not login to their classes, keep their cameras off, or do not respond to teachers when they check in with the student.
- SIS - School Information System (we use Infinite Campus)

### Academic

- AIG - Academically and Intellectually Gifted - if students are not already identified parents can request their student be reviewed for the program. Referral requests are required by the end of the school day on the last day before Thanksgiving break each fall.
- Appetegy/Thrillshare: A program that manages all school communication. Parents can download the ABSS app through their app store. Search for ABSS or Alamance Burlington Schools. Automated calls will be sent out through this program. Parents can also receive emails and text messages. These can be about weather information, school updates, or other important items from the school system. Parents should make sure their contact information is up to date so as not to miss getting these updates.
- Asynchronous Instruction - Forms of instruction that do not occur live or at the same time for all students. Resources, assignments, and lessons are accessible to students to complete on their own schedule.
- Synchronous Instruction - Live instruction that occurs at the same time with students logged in virtually while their teacher is instructing them.
- Breakout room - used in Google Meet, these can be used for small group or individual assignments/conferences when a teacher deems it necessary.
- Canvas Observer - Accounts in which parents can observe their student in Canvas. [Setting up these accounts](#) does involve a pairing code to be generated in the student account first. Linking does carryover from one year to the next.
- LMS - Learning Management System - a central location for all course content.
  - AVS students use Canvas to access course/class information/content
- Parent Portal - term for the area in Infinite Campus in which parents can access student grades, attendance information, and update contact information

### **Addendum B: Google Meet Expectations**

Alamance Virtual School has established expectations in order to protect the learning environment and students. In order to ensure that students are successfully engaged in virtual learning, the following expectations will be universally utilized:

- Students **MUST** use school-issued Chromebook for instruction, assignments, and testing.
- Students will keep their cameras on during instruction.
- Students will be visible on camera at all times during instruction.
- Students will adhere to the dress code.
- Students will refrain from laying in bed during instruction as this causes the student to be unfocused plus their device has a higher chance of overheating.
- Students will eliminate background noise including inappropriate language that is not suitable for a school environment.
- Students will monitor the background to ensure that what is displayed on camera is school appropriate.

### Addendum C: Family Beginning of Year Checklist

Please take a moment to review the following checklist to ensure that you are ready for a smooth start to your 2025-2026 school year with the Alamance Virtual School:

- ☐ Review AVS Parent / Student Handbook
- ☐ Update School Information in Infinite Campus
- ☐ Ensure all technology is ready and working (email [Meaghan Baldwin](#) with questions):
  - ☐ Computer: you **MUST** use the school-issued Chromebook for all AVS learning activities, including participation in local/state/national testing.
  - ☐ Power Cable: comes with computer
  - ☐ Headphones: choose something comfortable
  - ☐ Microphone: can be integrated with headphones, but may use computer
  - ☐ OPTIONAL
    - ☐ External keyboard
    - ☐ External mouse
    - ☐ External monitor
- ☐ Canvas access: make sure you can access Canvas

Please complete the digital receipt indicating that you have reviewed the student/handbook with your scholar. [Link](#) is here.

You may opt print and scan the below to [erica-johnson@abss.k12.nc.us](mailto:erica-johnson@abss.k12.nc.us) by September 6, 2025.

Please sign below and return this sheet to school indicating that you have reviewed the student/parent handbook. One must be completed for each child attending AVS for the 2025-2026 school year.

I have read and discussed the Alamance Virtual School Parent/Student handbook with my student. My signature indicates that I have read and fully understand the rules and the policies stated in the handbook.

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Parent Signature

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Classroom Teacher/ Grade Level

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Child's Name (Signature)

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Date